**MINUTES OF 16th MEETING OF THE BOG**

**COLLEGE OF ENGINBERING, THALASSERY**

**(SELECTED UNDER SUB-COMPONENT 1.1 OF TEQIP PHASE-II)**

**Date:** 12-07-2016  **Venue:** College of Engineering, Thalassery **Time:**10:00 AM

**Members present**

1. Dr. Hari Kumar K.C., IIT Madras, Chairman.
2. Dr. K M Peethambaran, For Director, SPFU.
3. Dr. Sajeev V., Principal, CoET.
4. Prof. Ramachandran C., Member, CoET.
5. Mr. Ranjith K., TEQIP II Co-ordinator, CoET.

**Special invitee**

1. Dr. Patmanabhan Nambiar, SRA, CoET
2. Mr. Anil Rajagopal K P, Nodal Officer (Finance)
3. Ms. T V Rashma, Nodal Officer (EAP)
4. Mr. Kiran T S (R&D Coordinator)
5. Dr. V Kamalakannan (HoD, ME)
6. Dr. Rajeesh J(HoD, ECE)
7. Dr. Reeda K(HoD, EEE)
8. Ms. Nithya G P (HoD, IT)
9. Ms. Shibili T(HoD, CSE)
10. Ms. Nivya T K(HoD, CE)
11. Mr. Pramod Tharu Panakkal(Finishing School Coordinator)
12. Mr. Rahul Charles C M(ISO Coordinator)

**Proceedings of the meeting**

Prof. Hari Kumar K.C., Chairman of BoG presided over the meeting. The meeting started with an introduction by the Chairman. After that each item in the agenda were taken for discussion and decision by the BoG.

**A1. Confirming the Minutes of the 15th Meeting of the Board of Governors held on 26-03-2016 at Mascot Hotel, Trivandrum.**

**Discussion:** The Minutes of the 15th Meeting of the Board of Governors of the TEQIP Phase II of COE, Thalassery held on 26-03-2016 at Mascot Hotel, Trivandrum was sent to the Chairman and upon his consent, copies were circulated among the other members of the BoG. Comments received were well addressed. A copy of the Minutes is appended as **Annexure I (Page No: 57)** for confirmation. The BoG is requested to consider the Minutes for approval.

**Conclusion**: The minutes of the previous meeting held on 26-03-2016 was approved.

**[Action by:** Principal**]**

**A2. Report on the action taken/action pending on the pertinent decisions in the Minutes of the 15th Meeting of the Board of Governors held on 26-03-2016 at Mascot Hotel, Trivandrum**

**Discussion:** The decisions taken by the Board as recorded in the Minutes of the 15th Meeting of the Board of Governors of the TEQIP Phase II held on 26-03-2016 have been noted and actions have been initiated.

**Conclusion**: The action taken Report of the previous meeting held on 26-03-2016 was approved. The BoG approved the procurement mentioned in 14th BoG meeting and listed item A2.In future adherence to the purchase procedure is to be followed to avoid confusion. The L1and L2 are rejected as they do not meet the criteria and L3 the next lowest is accepted.

**[Action by:** Principal**]**

**Part B**

**Items for Discussion, Consideration and Approval in the 16th BoG Meeting**

**Item B1. Mentor Report**

**Discussion:** BoG discussed the Mentor report. The Chairman appreciated all faculties for the result for getting 2nd position in the CAPE Colleges.

**Conclusion/Resolution/Recommendation/Decision:** BoG noted.

**[Action by:** Principal**]**

**Item B1. Internal Audit Report 2015-16 First Half**

**Discussion:** BoG discussed the Internal Audit Report 2015-16 First Half.

**Conclusion/Resolution/Recommendation/Decision:** BoG noted.

**[Action by:** Principal**]**

**Item B3. Procurement plan**

**Discussion:** BoG discussed the procurement plan for 55% of interest amount (11.68 Lakhs).

**Conclusion/Resolution/Recommendation/Decision:** BoG approved the procurement plan.

**[Action by: Procurement Coordinator]**

**Item B4. ISO Certification**

**Discussion:** BoG discussed the procurement plan for 55% of interest amount (11.68 Lakhs).

**Conclusion/Resolution/Recommendation/Decision:** BoG approved. It should help the NBA Accreditation.

**[Action by: ISO Coordinator]**

**Item B5. FSD Programme for next 3 months**

**Discussion:** BoG discussed the FSD programme for the next three months.

**Conclusion/Resolution/Recommendation/Decision:** BoG approved the 9 internal and 12 external FSD programme and three Capacity Management Development Program at IIM Calicut.

**[Action by: Academic Coordinator]**

**Item B6. High intensity training programmes**

**Discussion:** BoG discussed the ToR of two high intensity training programmes.

**Conclusion/Resolution/Recommendation/Decision:** BoG approved.

**[Action by: Academic Coordinator]**

**Item B7. R&D activities**

**Discussion:** BoG discussed the R&D activities. Chairman Appreciate the R&D Coordinator.

**Conclusion/Resolution/Recommendation/Decision:** BoG approved all the conference papers. BoG approved the National Conferences of ME and CSE. BoG ratified the seed money proposal.

**[Action by: R&D Coordinator]**

**Item B8. Internal training programs for the students**

**Discussion:** BoG discussed the proposed Internal training programs for the students.

**Conclusion/Resolution/Recommendation/Decision:** BoG approved all the 19 programmes.

**[Action by: Academic Coordinator]**

**Item B9.** **Minor Civil Work**

**Discussion:** BoG discussed the minor civil work inside Principal’s Chamber.

**Conclusion/Resolution/Recommendation/Decision:** TheBoG unanimously decided that Principal room and related area are academic area only.

**[Action by: Principal]**

**Item B10.** **Faculty Qualification Upgradation under TEQIP-II**

**Discussion:** BoG discussed the proposals from Mr. Binesh K(AP,ECE) and Mr.Shabin P (AP,ECE) for M Tech 2016-18.

**Conclusion/Resolution/Recommendation/Decision:** TheBoG approved and agreed to sanction eligible fees.

**[Action by: Principal]**

**Item B11.** **Ratification of Internal training programs for the students**

**Discussion:** BoG discussed internal training programmes and remedial classes for students.

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified 11 internal training programmes and 20 remedial classes. BoG ratified a total amount of Rs.2,03,268/- towards the internal training programs. BoG ratified a total amount of Rs.93,300/- towards the remedial classes.

**[Action by: Principal]**

**Item B12. Ratification of Faculty Staff Development Programme- Internal**

**Discussion:** TheBoG discussed FSD internal programmes conducted by different dept. The BoG ratified all 11 items.

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified a total amount of **Rs.** **6,30,759**/- towards internal FSD programmes and a total amount of Rs.10.78 Lakhs towards MDP at IIM Calicut. BoG ratified Rs.**78, 272/- (**Amount Incurred from Interest) for Two day Strategic Planning program @CET MBA.

**[Action by: Principal]**

**Item B13. Ratification of expenditure for** Training, Seminar, Conference, Workshop attended by faculty and staff– External

**Discussion:** TheBoG discussed Training, Seminar, Conference, Workshop attended by faculty and staff (external). BoG ratified all 114 items.

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified a total amount of Rs. **11, 47,122**/-.

**[Action by: Principal]**

**Item B14. Ratification of M.Tech Assistantship (ME & ECE)**

**Discussion:** BoG discussed the details of assistantship for M.Tech students from Feb 2015 to May 2016.

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified a total amount of Rs. **1,408,000**/-.

**[Action by: Principal]**

**Item B15. Ratification of Fee for Faculty Qualification Upgradation**

**Discussion:** BoG discussed the details of fee for faculty doing MTech. **Conclusion/Resolution/Recommendation/Decision:** BoG ratified a total amount of Rs. 90,000/-.

**[Action by: Principal]**

**Item B16. Ratification of payment made for procurement packages**

**Discussion:** BoG discussed the details of fee for faculty doing MTech. **Conclusion/Resolution/Recommendation/Decision:** BoG ratified a total amount of Rs. 455,745/-.BoG approved cancellation of packages.

**[Action by: Principal]**

**Part C**

**Reports**

**Item C1. The status of fund position as on 12.07.2016**

**Discussion:** BoG discussed the fund status.

**Conclusion/Resolution/Recommendation/Decision:** No action required.

**Item C2. The status of four fund position as on 12-07-2016**

**Discussion:** BoG discussed the four fund status.

**Conclusion/Resolution/Recommendation/Decision:** No action required.

**Item C3. Result Analysis**

**Discussion:** BoG discussed the results.

**Conclusion/Resolution/Recommendation/Decision:** No action required.

**Item C4.Campus Placement 2015-16**

**Discussion:** BoG discussed placement status.

**Conclusion/Resolution/Recommendation/Decision:** No action required.

**Part D**

**Any other item with the permission of the Chair**

**Item D1.** **Submission received from Arjun M(AP,ME)**

**Discussion:** BoG discussed and reminded to follow TEQIP II rule to decide the case.

**Conclusion/Resolution/Recommendation/Decision:** BoGApproved.

**Item D2. Inclusion of Mr.Suresh Babu (MD Rubco Unit Thalassery) as Invited Nominee for Next BoG**

**Discussion:** BoG discussed for inviting Rubco MD as an invitee, to participate in future meetings.

**Conclusion/Resolution/Recommendation/Decision:** BoG Approved.

**Item D3. Revised Budget of NACOSPACE’16 and NCPEC’16 for Approval**

**Discussion:** BoG discussed the revised budget of national conferences of EEE and ECE.

**Conclusion/Resolution/Recommendation/Decision:** BoG Approved.

**The probable date of next BoG meeting:**

The next BoG meeting will be held in 24th Sept 2016.

**The meeting concluded at 2.00 pm with vote of thanks by Principal.**

**(Chairman, BoG, TEQIP-II, CoET)**

 Date: 12/07/2016,

 Place: Thalassery.